

CITY OF MILPITAS
TELECOMMUNICATIONS COMMISSION
BY-LAWS

The Milpitas City Council established the Milpitas Telecommunications Commission on September 6, 1994.

Section 1. Purpose

The purpose of the Milpitas Telecommunications Commission is to serve as an advisory body to the City Council on matters concerning the implementation and improvement of various telecommunications programs as directed by the City Council.

Section 2. Membership

The Milpitas Telecommunications Commission is composed of nine regular members and two alternate members appointed by the Mayor and approved by the City Council. In addition, the City Council may appoint a Council liaison. Commission membership may include representatives from the Milpitas Unified School District and the Milpitas business community.

Section 3. Term of Office and Removal

The term of office for the Milpitas Telecommunications Commission members will be (2) two years, or until a successor is appointed. Alternate members shall have no defined term of office. Any member of the Milpitas Telecommunications Commission may be removed from office by a majority vote of the City Council at a regularly scheduled Council meeting.

Section 4. Vacancies

Vacancies will be filled for the unexpired portion of the term in the same manner as the original's appointment.

Section 5. Officers

A Chairperson and Vice Chairperson will be annually selected at the first meeting of the year from the appointed members for a term of (1) one year. The Chairperson will call for meetings and preside over all sessions. In the absence of the Chairperson, the Vice Chairperson will preside. In the absence of both the Chairperson and Vice Chairperson, the member selected by the Chair will preside.

Section 6. Meetings

The Milpitas Telecommunications Commission shall hold regular meetings on the third Monday of each month, at 7:00 p.m. All meetings shall be open to the public. Any changes to the meeting days will require the approval of the Telecommunications Commission, City Council liaison and City staff. Special meetings of the Telecommunications Commission may be called by a majority of the members, the Chairperson, or the City Council. Notice of any special meeting shall be given as required by law.

Section 7. Quorum

Any five members shall constitute a quorum for the transaction of business.

Section 8. Voting

Voting authority is extended to nine regular members. Alternate members shall vote only if seated in the absence of regular members. In the event regular members are absent, alternate members shall be seated in order of their seniority or by the selection of the Chairperson.

Section 9. Duties of Commission to be Advisory Only

It is intended that the Milpitas Telecommunications Commission shall act only as an advisory body to the City Council.

Section 10. Assistance of Staff

The City Manager of the City of Milpitas shall provide the Milpitas Telecommunications Commission with such information and staff assistance as the Milpitas Telecommunications Commission may from time to time request subject to the limitations imposed by the City Council. The City Manager, or his/her representatives, shall attend meetings of the Milpitas Telecommunications Commission and submit such reports as said Milpitas Telecommunications Commission may request and as deemed necessary or desirable, subject to limitations imposed by the City Council.

Section 11. Amendments

These By-Laws and operating procedures may be amended by simple majority of those voting at any legal Milpitas Telecommunications Commission meeting, subject to approval by City Council.

Section 12. Attendance

A total of three consecutive or six total unexcused absences in a calendar year may warrant a formal notification and review of participation on the commission.

PASSED AND ADOPTED by the Milpitas Telecommunications Commission, the 17th day of April 1995.

PASSED AND ADOPTED by the Milpitas City Council, the 2nd day of May 1995.

Amended by the Milpitas Telecommunications Commission, 16th day of October 2006.

Amended by the Milpitas City Council, the 21st day of November 2006.